

Student Conduct Board Composition and Selection

Student Conduct Board

The Student Conduct Board reviews appeals of administrative decisions involving alleged violations of the University's behavioral and academic integrity expectations. This entity provides Butler students with additional consideration of prior administrative conclusions through community involvement in conduct decisions. Where the focus of the Board's work would be appeals of prior administrative decisions, it is possible that the Vice President for Student Affairs may refer a case to the Board for an initial decision.

- 1) It would be a rare occasion that the Vice President of Student Affairs would refer an initial case to the Student Conduct Board. Should that occur the only appeal available to a student would be to the Vice President of Student Affairs based on existing criteria.

Membership

The Student Conduct Board shall consist of a pool of twenty (20) members: Eighteen (18) voting members and two (2) non-voting chairpersons. Additionally, the Dean of Student Services is ex-officio and subsequently non-voting. Furthermore, the breakdown will consist of:

- 1) Twelve (12) shall be degree-seeking undergraduate students. The terms of the student members shall be two years and so staggered that six (6) members would normally be replaced every year.
- 2) Six (6) shall be full-time members of the teaching faculty each from a different college of the University who shall serve for terms of two years, so staggered that three (3) members would normally be replaced in any year.
- 3) Two (2) shall be members of the University staff that serve as non-voting chairpersons with no term limits.
 - a. Should a chairperson be absent or unavailable, a faculty member or administrator may act as chair.
- 4) The Dean of Students serves as the advisor to the Student Conduct Board and is responsible for the following:
 - a. Coordinates the annual selection and training of the Board.
 - b. Schedules reviews and other Board meetings.
 - c. Selects members of each panel based on quorum guidelines, a broad representation of perspectives, the avoidance of known conflicts of interest and member availability.
 - d. Ensures that established processes are followed.
 - e. Advises students as to their rights and the process of a meeting with the Board.
 - f. Provides administrative support to the designated chairperson.
- 5) Persons shall not be barred from serving successive or subsequent terms.
- 6) Any member of the Student Conduct Board may be removed should they be unable or unwilling to participate fully in board training, reviews, or other scheduled activities or if they are deemed responsible for a breach of confidentiality.
 - a. Student membership will be reviewed and a student member may be removed if they are found responsible for a violation of the student conduct code.
 - b. Any decision about removing a student member will be left to a board vote coordinated by the Dean of Students. Respective quorum rules apply as they would for any review decision.

- c. If there is a necessity to replace new members in the middle of an academic year, new members shall be selected in a process that models the selection processes as designated below.

Selection of Student Members

The process will be coordinated and advised by the Dean of Students according to these guidelines:

- 1) Any interested undergraduate student may apply for a conduct board position. Application materials will be available on the student conduct website in the fall of each academic year and will be shared via existing campus communication channels.
- 2) From submitted applications, the selection committee shall interview candidates to ascertain their qualifications and select the number needed to fill vacancies (normally 6 or 7 each year).
- 3) Student members shall be recommended by a selection committee. The committee will be constructed in consultation with the student government association president.
- 4) Both the selection committee and the student government association shall seek to create a pool of applicants and select members that represent a breadth of interests and perspectives of the Butler student population.
- 5) Students selected by the committee to fill these positions will be recommended to the student government executive board for final approval.
- 6) The selection process for new student board members will generally be completed by October 15.

Selection of Faculty Members

Faculty members shall be appointed by each college through the established committee appointment process utilized by each college.

Selection of Staff Chairpersons

When openings exist, Staff Assembly will be notified and nominations will be welcome. Staff member selection will be coordinated by the Dean of Students; staff members who wish to serve in this role must have advance permission from their supervisor to be considered.